

# BOARD OF COUNTY COMMISSIONERS MEETING MINUTES

December 2, 2019  
County Commission Chambers  
945 North Temple Avenue  
Starke, FL 32091  
Regular Scheduled Meeting  
9:30 a.m.

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**PRESENT:** Commissioner District 3 Chairman Chris Dougherty  
Commissioner District 2 Vice-Chairman Kenny Thompson  
Commissioner District 1 Commissioner Ross Chandler  
Commissioner District 4 Commissioner Danny Riddick  
Commissioner District 5 Commissioner Frank Durrance

**ALSO PRESENT:** Brad Carter, County Manager; Rachel Rhoden, Deputy County Manager; Will Sexton, County Attorney; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Jim Farrell, Finance Director; Jason Dodds, Road Superintendent; Allen Parrish, Emergency Medical Services Director; Capt. Konkel; Sheriff Smith; Mark Crawford, Press; Kelly Canady, Community Development Director; Bennie Jackson, Solid Waste and Mosquito Control Director; Major Smith; Rod Crawford, Building Official; Robert Perone, Library Director; D.K. Bennett, Fire Director; and Lieut. Shuford, Emergency Management Director.

**CALL TO ORDER:** Chairman Dougherty called the meeting to order at 9:30 a.m.

## 1. PUBLIC COMMENTS ([Forms](#)):

Chairman Dougherty recognized the following individuals who presented comments on the subject matter(s) noted:

### **Kate Ellison:**

- Opposing the 2<sup>nd</sup> Amendment Sanctuary resolution adopted by the Board and the manner in which it was adopted.

### **Cathy Still:**

- Opposing the 2<sup>nd</sup> Amendment Sanctuary resolution adopted by the Board and the manner in which it was adopted.
- The need to improve communication between the public and the County Commission, other than the three-minutes allowed during the public comment portion of the commission meetings.
- Expressed appreciation to Mr. Carter for his support of the Senior Center and for his selection of Ms. Rhoden as his deputy manager.

### **Tom Germano:**

- Entrance and exit to Keystone Heights Solid Waste Collection Site.
- SR100 and CR21B intersection.
- Announced the Melrose Christmas Parade December 14 at 10:00 a.m.

## 2. CONSENT AGENDA

- A. MINUTES OF REGULAR SCHEDULED MEETING OF 10-17-19
- B. DRMP PROFESSIONAL SERVICES CONTRACT
- C. JONES EDMUNDS AND ASSOCIATES PROFESSIONAL SERVICES CONTRACT
- D. CHW PROFESSIONAL SERVICES CONTRACT
- E. ROAD DEDICATION REQUEST
- F. QUIT CLAIM DEED ON PARCEL NO. 04929-0-00100 FROM BRADFORD COUNTY (Grantor) TO [Either DOT or TIFF] (Grantee) TO UTILIZATION OF THE PALATKA TO LAKE BUTLER STATE TRAIL
- G. SPECIAL WARRANTY DEED ON PARCEL NO. 05380-0-01100 AND 05380-0-00300 BETWEEN THERESSA VOLUNTEER FIRE DEPARTMENT, INC. (Grantor) AND BRADFORD COUNTY( Grantee)

*Vice-Chairman Thompson moved, seconded by Commissioner Durrance, and **carried 5-0, to approve the [Consent Agenda](#).***

## 3. APPROVE PAYMENT OF BILLS—Vice-Chairman Thompson:

*Vice-Chairman Thompson moved, seconded by Commissioner Riddick, and **carried 5-0, to approve payment of the bills.*** (The Distribution List is on file in the Finance Department of the Office of the Clerk of Courts.)

## 4. COUNTY MANAGER REPORTS—Brad Carter:

- A. CONSIDER APPROVAL OF A COLLECTION SERVICES AGREEMENT WITH NATIONAL RECOVERY AGENCY (NRA) TO PROVIDE FURTHER COLLECTION EFFORTS TO DELINQUENT EMERGENCY MEDICAL SERVICES ACCOUNTS—Allen Parrish, Emergency Medical Services Director:

Ms. Rhoden presented the agreement for consideration. The current contract with Municipal Services Bureau d/b/a Gila Corp., expires December 5.

Mr. Parrish presented comments supporting approval of the agreement.

*Commissioner Chandler moved, seconded by Commissioner Durrance, and **carried 5-0, to approve the agreement.***

- B. CONSIDER APPROVAL OF CHANGE ORDER NO. 1 ON CDBG-DEO-CONTRACT NO. 18DB-OM-03-14-01-H09 – UNIT 16-6, IN THE AMOUNT OF \$11,367.75 FOR A NEW SEPTIC SYSTEM—Kelly Canady, Community Development Director:

Ms. Canady presented the Change Order for consideration.

Following brief discussion, *Vice-Chairman Thompson moved, seconded by Commissioner Riddick, and **carried 5-0, to approve the [Change Order](#).***

**C. FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY – FLORIDA JOBS GROWTH GRANT (FJGG) FOR ROADWAY IMPROVEMENTS (Required by FDOT in Connection with DEO Agreement No. G0062) AT THE KEYSTONE HEIGHTS AIRPORT – TOTAL = \$1.19 MILLION**

Ms. Rhoden advised that on November 13, county staff and other members of the Keystone Heights Airport DEO Jobs Growth Grant committee met with Sen. Bradley and Rep. Payne to discuss funding needs related to the existing Florida Jobs Growth Grant. Those needs include:

- \$300,000 for an environmental assessment study
- \$1.19 million for a second roadway entrance required by FDOT.

It was recommended by Sen. Bradley and Rep. Payne to complete another Florida Jobs Growth Grant application in the amount of \$1.19 million and submit as soon as possible to DEO. A grant application has been prepared and is before the Commission for review and approval.

Mr. Rischar addressed the Commission, referencing a [graphic](#) provided. There are room for improvements in both the grant application and how the exhibits will be presented to the review committee. The need for revised ingress/egress into the airport will require turn lanes. The traffic study will determine the design of those lanes. There are still some unknowns but they are following the guidance provided by Sen. Bradley and Rep. Payne.

Discussion ensued regarding the graphic provided by Mr. Rischar.

Mr. Sexton advised that the method DEO requires for the Board to approve the application is by resolution. Mr. Sexton presented comments regarding the grant application and read the resolution by title.

*Commissioner Durrance moved, seconded by Commissioner Riddick, and **carried 5-0, to approve the resolution.** ([Resolution No. 2019-61](#))*

Chairman Dougherty recognized Mr. David Kirkland, who on behalf of the Keystone Airport Authority, City of Keystone, addressed the Board expressing his gratitude to everyone involved in getting the grant application complete in such a short time frame.

**D. CONSIDER APPROVAL OF HOLIDAY SCHEDULE FOR CALENDAR YEAR 2020**

Ms. Rhoden presented the 2020 Holiday Schedule for consideration.

*Vice-Chairman Thompson moved, seconded by Commissioner Durrance, and **carried 5-0, to approve the [Holiday Schedule for Calendar Year 2020.](#)***

**E. CONSIDER APPROVAL OF COUNTY COMMISSION MEETING DATES FOR CALENDAR YEAR 2020**

Ms. Rhoden presented the 2020 County Commission Meeting Date Schedule for consideration.

This item was discussed during Item “D” above. Due to conflicts, there was a consensus to move the meeting location for the August 3<sup>rd</sup> meeting to the Conference Center and to cancel the September 7 meeting.

*Commissioner Durrance moved, seconded by Vice-Chairman Thompson, and **carried 5-0, to approve the County Commission Meeting Dates for Calendar Year 2020.***

**5. COUNTY ATTORNEY REPORTS—Will Sexton:**

**A. RESOLUTION – PROVIDING FOR A STANDARD SCHEDULE OF FEES FOR PERMITS AND SERVICES ISSUED AND PROVIDED BY THE BUILDING DEPARTMENT AND THE ZONING DEPARTMENT**

Mr. Sexton presented the resolution for consideration, reading it by title.

Following brief discussion, *Commissioner Riddick moved, seconded by Commissioner Chandler, and **carried 5-0, to approve the resolution.*** ([Resolution No. 2019-62](#))

**B. CONSIDER A REQUEST BY THE ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS FOR A JOINT MEETING TO DISCUSS ISSUES RELATED TO THE RESTRUCTURING OF CAREERSOURCE NORTH CENTRAL FLORIDA**

Mr. Sexton advised that the Alachua County Board of County Commissioners is requesting a joint meeting to discuss implementing changes to the structure of CareerSource North Central Florida. The Department of Economic Opportunity, which is the primary funding agency for CareerSource, has expressed concern about the manner in which CareerSource NCF has been operating. Alachua County staff has indicated they would be willing to commit in advance that the agenda would be limited to a discussion of issues surrounding CareerSource NCF.

Discussion ensued.

As the County’s representative serving on the CareerSource NCF Board, Commissioner Chandler presented comments.

At the request of Chairman Dougherty, Ms. Patricia Evans presented comments and addressed the line of credit requirement. Ms. Evans expressed the importance of understanding how CareerSource NCF operates and recommended bringing in another CareerSource entity for assistance.

Mr. Sexton addressed two issues:

1. The line of credit and short term funding.
2. The long-term issue, and what Alachua County would like to discuss is DEO's intentions regarding the structure of CareerSource NCF and how the two counties can work together under the new framework.

**CONSENSUS:** Rather than the two Commissions meeting, staff is to garner more data and bring a proposal to the Commission.

**6. SHERIFF REPORTS—Sheriff Smith:**

- Donated an F-150 pick-up truck and a decommissioned Tanker to the Road Department.
- Presented a Fire Department report for the month of November.

At the request of Chairman Dougherty, Sheriff Smith reviewed and answered questions regarding the [2018-2019 Budget Amendment](#) for the Sheriff's Office submitted to the Board, dated November 26, 2019.

Sheriff Smith answered questions posed by the Commission regarding the budget amendment.

**7. CLERK REPORTS—Clerk Norman:** None.

**8. CHAIRMAN COMMENTS—Chairman Dougherty:**

- Thanked Ms. Still for her comments regarding county staff.
- Announced that December 19<sup>th</sup> will be Mr. Carters' last day with the county, and expressed his appreciation to Mr. Carter for 13 years of dedicated service.

Without objection, Chairman Dougherty stated that due to the current hiring freeze, the Board will not be looking for a county manager at this time. Ms. Rhoden will serve as Interim County Manager. He asked each department to continue to have an open line of communication with Ms. Rhoden and to reach out to the Board, if need be.

Mr. Carter stated that it has been a pleasure to serve and the appointment of Ms. Rhoden as Interim County Manager is a wise decision.

- Requested an update on the Strawberry Acres project.

Mr. Dodds and Mr. Rischar reported that the design portion of the project is at more than 60% complete.

Chairman Dougherty stated that he would like to see the project completed as soon as possible for public safety reasons.

## **9. COMMISSIONERS' COMMENTS:**

### **Commissioner Riddick:**

- Keystone Heights Collection Site ingress and egress.
- Expressed his appreciation to Mr. Carter for his kindness, hard work, service and dedication to the community.

**ADJOURN:** There being no further business, the meeting adjourned at 10:27 a.m.

Minutes approved by BOCC at the Regular Scheduled Meeting of 01-16-2020.